

CAPITAL BUDGET REQUEST

FY 2012

Capital Improvement Project Description
(New Buildings, Additions or Major Renovations)

AGENCY: Historical Society

AGENCY PROJECT PRIORITY: 1

PROJECT DESCRIPTION/LOCATION:

"Compact Mobile Shelving, completion of Phase 3, Idaho History Center"

2205 Old Penitentiary Rd., Boise, ID 83712

CONTACT PERSON: Rod House

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PROJECT JUSTIFICATION:

(A) Concisely describe what the project is.

The Merle W. Wells State Archives Building was completed in 1998. The building was fitted with stationary shelving for archiving approximately 65,000 cubic feet of permanent records from all state, county and city agencies. These permanent public records, dating from 1863 - 2010 have administrative, legal and historical value. The building is now at capacity.

This request will complete the retrofit of the building from stationary shelving to compact/mobile shelving and will increase overall storage capacity by approximately 80%.

(B) What is the existing program and how will it be improved?

- The Archives facility serves as the repository for all state, county and cities permanent records collections. Currently in our custody are 80,000 (plus) thousand cubic feet of public records transferred to ISA under authority of Idaho Code 67-4126. Over 5,000 cubic feet of records recently transferred to the Archives are from the newly renovated Statehouse. Former records vault rooms in the statehouse now serve in other capacities. These records include Secretary of State, Attorney General and our current governor's records.
- The building is currently at capacity, limiting the number of additional records that may be transferred to ISA's custody.
- Completion of this project will allow records of administrative, legal and historical value to be properly archived in a state-of-the-art facility serving citizens and all levels of Idaho government.
- Completion will enhance our ability to provide continued transparency, as well as timely access of records/information for Idaho citizens and their government.
- Implement a comprehensive and inclusive records management program collections.
- Resolve unsafe working conditions for staff, volunteers, interns and tour groups

within the Archives.

- Permit the archives building to be utilized to its maximum potential.

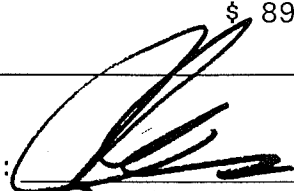
(C) What will be the impact on your operating budget?

There is no additional operating funding required after project completion.

(D) What are the consequences if this project is not funded?

- Non-funding of this request will result in our inability to fulfill the mission and legislative mandates of the Idaho State Historical to collect , provide access, manage and preserve records of administrative, legal and historical value to the citizens of Idaho and their government.
- The current stationary shelving is at capacity. An additional 15,000 (plus) cubic feet of records in our custody are now stacked on pallets, on floors, in isles, hallways, mechanical rooms and office areas. Due to the lack of space many pallets of records are over stacked requiring a step ladder for access. This unsafe situation causes boxes to be crushed beneath the weight of other boxes causing pallets to collapse.
- This situation poses a general safety issue for staff, interns, volunteers working in the building under these conditions.
- With the current capacity issue, agencies across the state will also be impacted. ISA will be unable to continue the normal transfer of records to the Archives from agencies. As a result, agencies will have to find alternative records storage within their buildings ie. offices, hallways, isles, mechanical rooms or increase operating budgets for building or renting commercial space.
- In addition there is a potential loss of government records due to the above mentioned issues .

ESTIMATED BUDGET:		FUNDING:	
Land	\$ 0	PBF	\$ <u>890,000</u>
A/E fees	\$ 131,000	General Account	
Construction	\$ 690,000	Agency Funds	
10% Contingency	\$ 69,000	Federal Funds	
F F & E		Other	
Other			
Total	\$ 890,000	Total	\$ 890,000

Agency Head Signature: 

Date: July 1 2010